

# Preserving the Past...

# Envisioning the Future



## **Constitutional Offices and Judicial Services**

Clerk of Courts  
Property Appraiser  
Sheriff  
Supervisor of Elections  
Tax Collector  
Judicial Services



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#### ***ABOUT THIS SECTION***

Lake County's form of government follows the Florida Statutes regarding the election of Constitutional Officers and their budgetary responsibilities. Each Officer is elected by the citizens and maintains a budget, spending plan, and performance indicator plan separate from the Board of County Commissioners. The dollars contained in this section are those recorded in the budget of the Board, and consist primarily of operating transfers to the Constitutional Offices from the County's General Fund. Each Office provided the statistical information; additional information is available in the administration or budget office of each Constitutional Office.

Elected officials are required to submit personnel or funding requests on an annual basis; therefore, no Approved Budget for Fiscal Year 2003 is contained in this section. Additionally, the budgeted return to the Board of any excess transfers or fees may vary considerably from what is actually returned at the end of the year, since many variables affect each budget.



## OFFICE OF THE LAKE COUNTY CLERK OF COURTS

	Actual FY 1999	Actual FY 2000	Amended Budget FY 2001	Adopted Budget FY 2002	% Change Over 2001 Amended
<b>EXPENDITURES</b>					
Intergovernmental Transfer Out	\$ 3,912,475	\$ 4,384,642	\$ 4,885,339	\$ 5,627,284	15%
<b>REVENUES</b>					
Return of Excess Fees	\$ 176,145	\$ 395,586	\$ -	\$ 1,672	
<i>Authorized Full-Time Positions</i>	<b>143</b>	<b>150</b>	<b>165</b>	<b>176</b>	

**DUTIES AND RESPONSIBILITIES**

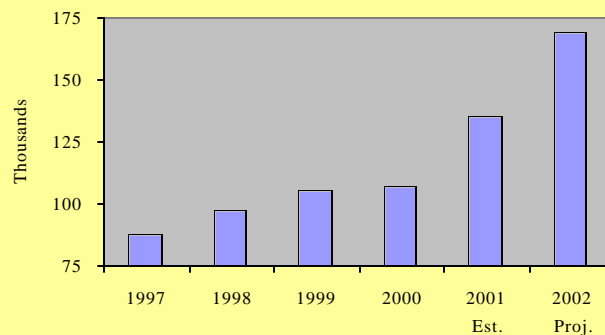
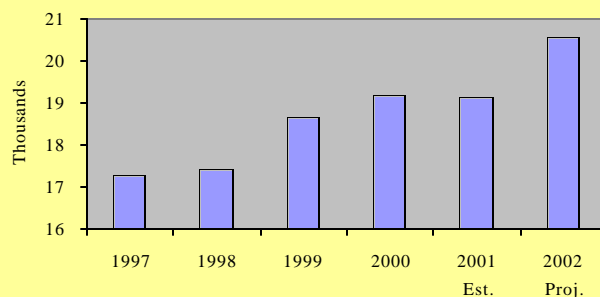
The Florida Constitution provides that the Clerk of Courts shall be: Clerk of the Circuit Court, Clerk of the County Court, County Comptroller/Treasurer, County Auditor, County Recorder, and Secretary/Ex-Officio Clerk to the Board of County Commissioners. In Lake County, the Clerk, by special act of the Florida Legislature, is the Secretary/Treasurer for the Oklawaha Basin Recreation and Water Conservation and Control Authority; Secretary/Treasurer for the Lake County Law Library; and Treasurer for the Lake County Historical Society. The Clerk also serves as the passport and documentary stamp agent.

**ACCOUNTABILITY TO CITIZENS**

Awarded by the Governmental Financial

Officers' Association (GFOA):

- ❖ Distinguished Budget Award, Clerk of Courts
- ❖ Certificate of Achievement for Excellence in Financial Reporting

**NUMBER OF DOCUMENTS RECORDED****COURT CASES FILED**  
(Excluding Traffic Infractions)**DID YOU KNOW?**

The fees collected by the Clerk's Office per Florida Statutes provide approximately 35% of the funding for the Clerk's budget.



OFFICE OF THE LAKE COUNTY PROPERTY APPRAISER

	Actual FY 1999	Actual FY 2000	Amended Budget FY 2001	Adopted Budget FY 2002	% Change Over 2001 Amended
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**EXPENDITURES**

In-house Support	\$ 74,674	\$ 82,675	\$ 105,860	\$ 113,864	8%
Intergovernmental Transfer Out	1,265,399	1,329,375	1,448,816	1,472,389	2%
Total Expenditures	<u>\$ 1,340,073</u>	<u>\$ 1,412,050</u>	<u>\$ 1,554,676</u>	<u>\$ 1,586,253</u>	2%

**REVENUES**

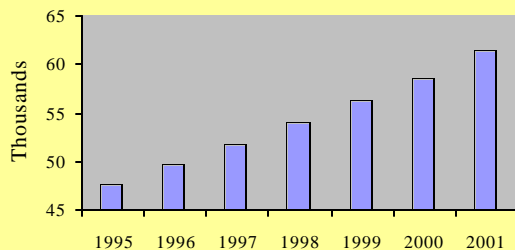
Return of Excess Fees	<u>\$ 109,012</u>	<u>\$ 63,348</u>	<u>\$ 8,000</u>	<u>\$ 8,000</u>	
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Authorized Full-Time Positions	29	29	30	30
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**DUTIES AND RESPONSIBILITIES**

The Property Appraiser's Office is responsible for appraising all real property, improvements to real property and tangible personal property which is located within Lake County. This Office administers ad valorem exemptions and produces and administers the tax rolls for all of Lake County.

**NUMBER OF HOMEOWNERS  
WITH HOMESTEAD EXEMPTION**



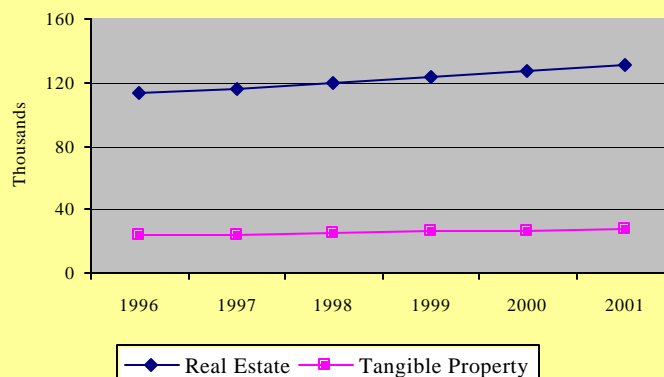
**NUMBER OF PARCELS ON TAX ROLLS**

	Real Estate	Tangible Property	Total
1995	110,129	22,691	132,820
1996	112,830	23,389	136,219
1997	116,055	24,213	140,268
1998	119,557	24,839	144,396
1999	122,903	25,968	148,871
2000	126,985	26,689	153,674
2001	130,855	27,531	158,386

**DID YOU KNOW?**

Homestead Exemption is worth a savings of approximately \$400 to \$600 on your annual property taxes depending on your location in Lake County.

**NUMBER OF PARCELS ON TAX ROLLS**



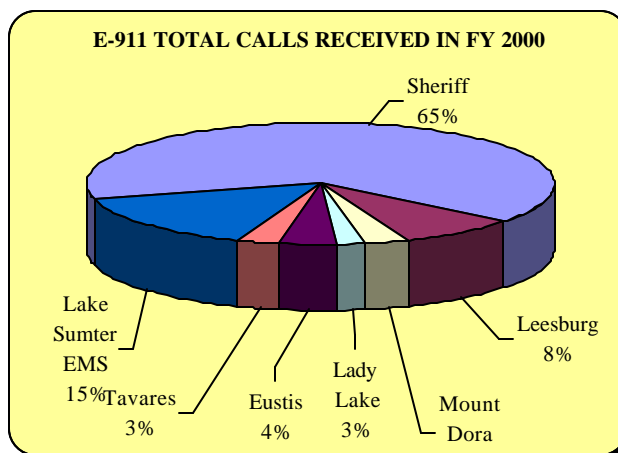
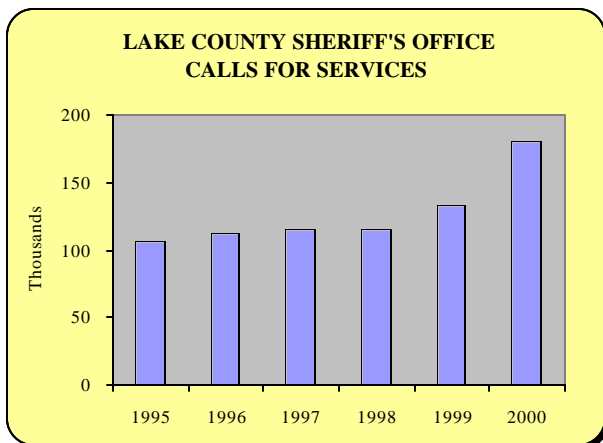


OFFICE OF THE LAKE COUNTY SHERIFF

	Actual FY 1999	Actual FY 2000	Amended Budget FY 2001	Adopted Budget FY 2002	% Change Over 2001 Amended
<b>EXPENDITURES</b>					
In-house Support	\$ 1,106,720	\$ 1,184,588	\$ 1,168,293	\$ 1,179,618	1%
Intergovernmental Transfer Out	27,107,032	29,159,503	31,404,579	33,732,093	7%
Total Expenditures	\$ 28,213,752	\$ 30,344,091	\$ 32,572,872	\$ 34,911,711	7%
<b>REVENUES</b>					
Housing Prisoners	\$ 1,666,532	\$ 1,694,189	\$ 3,248,319	\$ 3,353,598	
Telephone Fees/ Miscellaneous	1,097,529	217,523	171,566	460,000	
Return of Excess Fees	912,218	541,950	362,942	319,001	
Total Revenues	\$ 3,676,279	\$ 2,453,662	\$ 3,782,827	\$ 4,132,599	
Authorized Full-Time Positions	535	556	572	587	

DUTIES AND RESPONSIBILITIES

The Sheriff of Lake County is responsible for the protection of lives and property of the citizens of Lake County. The Sheriff performs services and enforces the laws mandated by Florida Statutes, including operating a dispatch center which receives information, complaints and requests for police, fire and EMS assistance by telephone and assigns field personnel via radio to the scene of the incident. The Sheriff assumes the responsibility of administering all functions related to the Lake County jail and the Lake County bailiffs.



ACCOUNTABILITY TO CITIZENS

During the FY 2002 budget process, the Board of County Commissioners approved the funding for 15 new law enforcement positions.

**DID YOU KNOW?**

From 1989 to 2000, the calls for service to the Sheriff's Office have increased 129.5%, from 78,752 calls to 180,739 calls.



## OFFICE OF THE LAKE COUNTY SUPERVISOR OF ELECTIONS

EXPENDITURES	Actual FY 1999	Actual FY 2000	Amended Budget FY 2001	Adopted Budget FY 2002	% Change Over 2001 Amended
Personal Services	\$ 481,373	\$ 542,667	\$ 592,477	\$ 681,283	15%
Operating Expenses	175,946	191,297	216,874	305,464	41%
Capital Outlay	9,815	20,300	355,296	-	(100%)
Debt Service	31,329	-	-	-	0%
<b>Total Expenditures</b>	<b>\$ 698,463</b>	<b>\$ 754,264</b>	<b>\$ 1,164,647</b>	<b>\$ 986,747</b>	<b>(15%)</b>
<i>Authorized Full-Time Positions</i>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	

## DUTIES AND RESPONSIBILITIES

The Supervisor of Elections is responsible for all matters pertaining to registration of electors within Lake County, including conducting of county, state and national elections, maintaining the County's voting system, qualifying of candidates, filing depository for candidate and committee campaign treasurer's reports, and financial disclosure filing by selected government officials and employees. In addition, the Supervisor of Elections is responsible for conducting the Voter Education and Poll Worker Training and Recruitment Programs.

## ACCOUNTABILITY TO CITIZENS

Beginning with the first Primary in 2002, registered voters in Lake County will be voting using the new I votronic touch screen voting system. The touch screen will allow visually and hearing impaired voters to vote without assistance.

## DID YOU KNOW?

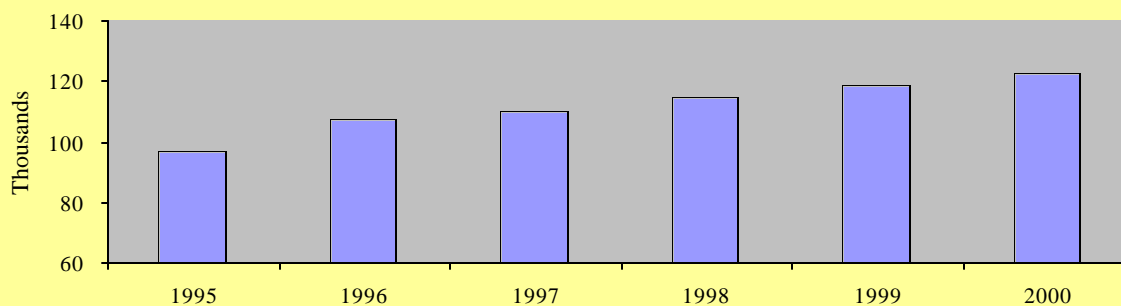
Voter information may be obtained by accessing the Supervisor of Elections web site at:

[www.lakegovernment.com/supervis.htm](http://www.lakegovernment.com/supervis.htm)

or sending an E-mail to:

[election@digital.net](mailto:election@digital.net)

## NUMBER OF REGISTERED VOTERS





OFFICE OF THE LAKE COUNTY TAX COLLECTOR

	Actual FY 1999	Actual FY 2000	Amended Budget FY 2001	Adopted Budget FY 2002	% Change Over 2001 Amended
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**EXPENDITURES**

In-house Support	\$ 98,091	\$ 148,855	\$ 203,318	\$ 214,417	5%
Intergovernmental Transfer Out*	1,682,546	1,796,038	2,300,000	2,300,000	0%
<b>Total Expenditures</b>	<b>\$ 1,780,637</b>	<b>\$ 1,944,893</b>	<b>\$ 2,503,318</b>	<b>\$ 2,514,417</b>	<b>0%</b>

**REVENUES**

Interest Revenue	\$ 68,300	\$ 88,368	\$ 60,000	\$ 75,000
Return of Excess Fees	1,150,893	1,096,675	900,000	1,000,000
<b>Total Revenues</b>	<b>\$ 1,219,193</b>	<b>\$ 1,185,043</b>	<b>\$ 960,000</b>	<b>\$ 1,075,000</b>

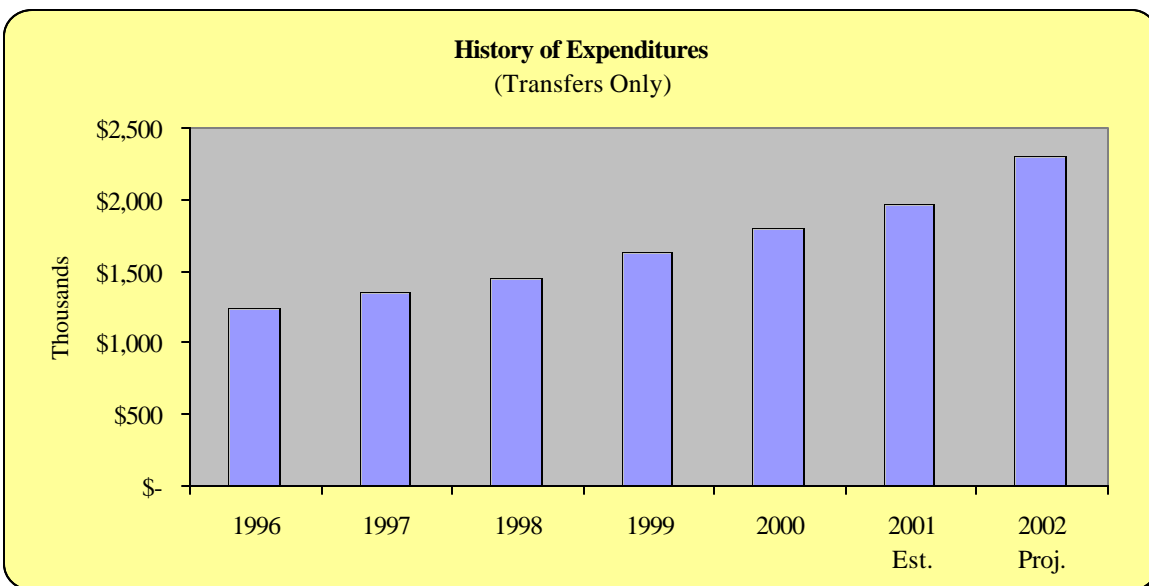
<i>Authorized Full-Time Positions</i>	<i>57</i>	<i>57</i>	<i>58</i>	<i>58</i>
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\*Funding Source: A percentage of collections as defined by Florida Statutes.

**DUTIES AND RESPONSIBILITIES**

The Tax Collector is responsible for the collection and distribution of all current and delinquent ad valorem taxes and ad valorem assessments levied by the local taxing authorities.

The Tax Collector also serves as a fee agent for the executive branch of state government, including: the Department of Revenue, Environmental Protection, Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission.



**COURT COSTS**

<b>EXPENDITURES</b>	<b>Actual FY 2000</b>	<b>Amended Budget FY 2001</b>	<b>Adopted Budget FY 2002</b>	<b>% Change Over FY 2001</b>	<b>Approved Budget FY 2003</b>
Personal Services	\$ 13,738	\$ 14,296	\$ 15,362	7%	\$ 16,129
Operating Expenses	1,200,361	1,433,922	1,450,922	1%	1,530,101
Capital Outlay	6,895	39,524	10,000	(75%)	11,800
<b>Total Expenditures</b>	<b>\$ 1,220,994</b>	<b>\$ 1,487,742</b>	<b>\$ 1,476,284</b>	<b>(1%)</b>	<b>\$ 1,558,030</b>

**DUTIES AND RESPONSIBILITIES**

Costs are related to Article V of the Florida Constitution and include the following:

- 1) Monthly billings from the Clerk of Courts as mandated by Florida Statutes.
- 2) Payment of attorney fees for indigents.
- 3) Costs associated with filing appeals for indigents.
- 4) Court-ordered payments for services, including investigation and medical evaluations.

**PUBLIC DEFENDER**

<b>EXPENDITURES</b>	<b>Actual FY 2000</b>	<b>Amended Budget FY 2001</b>	<b>Adopted Budget FY 2002</b>	<b>% Change Over FY 2001</b>	<b>Approved Budget FY 2003</b>
Operating Expenses	\$ 170,922	\$ 159,087	\$ 172,252	8%	\$ 173,742
Capital Outlay	5,797	6,376	9,253	45%	5,839
<b>Total Expenditures</b>	<b>\$ 176,719</b>	<b>\$ 165,463</b>	<b>\$ 181,505</b>	<b>10%</b>	<b>\$ 179,581</b>

**DUTIES AND RESPONSIBILITIES**

Pursuant to Chapter 27.51, Florida Statutes, the Public Defender shall provide legal representation to any person who is determined by the Court to be indigent and who is arrested for, or charged with, either a felony, misdemeanor, violations of a municipal or county ordinance, a juvenile delinquency case or involuntary hospitalization due to mental illness.



**STATE ATTORNEY**

<b>EXPENDITURES</b>	<b>Actual FY 2000</b>	<b>Amended Budget FY 2001</b>	<b>Adopted Budget FY 2002</b>	<b>% Change Over FY 2001</b>	<b>Approved Budget FY 2003</b>
Operating Expenses	\$ 53,525	\$ 78,593	\$ 67,108	(15%)	\$ 70,303
Capital Outlay	7,488	10,600	73,800	596%	23,800
<b>Total Expenditures</b>	<b>\$ 61,013</b>	<b>\$ 89,193</b>	<b>\$ 140,908</b>	<b>58%</b>	<b>\$ 94,103</b>

**DUTIES AND RESPONSIBILITIES**

Pursuant to Chapter 27.34, Florida Statutes, the State Attorney, with the aid of appointed assistants and staff, shall appear within his/her judicial circuit and prosecute or defend on behalf of the State, all suits, applications, or motions, civil and criminal, in which the State is a party.

**LAW LIBRARY**

<b>EXPENDITURES</b>	<b>Actual FY 2000</b>	<b>Amended Budget FY 2001</b>	<b>Adopted Budget FY 2002</b>	<b>% Change Over FY 2001</b>	<b>Approved Budget FY 2003</b>
Operating Expenses	\$ 84,005	\$ 100,059	\$ 110,050	10%	\$ 114,230
Capital Outlay	72,818	59,436	48,287	(19%)	42,307
Administration Costs	7,135	15,591	9,435	(39%)	14,873
<b>Total Expenditures</b>	<b>\$ 163,958</b>	<b>\$ 175,086</b>	<b>\$ 167,772</b>	<b>(4%)</b>	<b>\$ 171,410</b>

**DUTIES AND RESPONSIBILITIES**

Pursuant to Chapter 12.16, Lake County Ordinances, the Law Library was established to provide a collection of legal materials in both paper and electronic format that will meet the legal informational needs of judges, attorneys, students, County staff, and the citizens of Lake County. All costs are funded by user fees.